

## Section III Asset Management

### Chapter 10 Accounts Receivable Financing and Cash Flow Structures

#### 10.1

#### Introduction

Please refer to Production, Chapter 15 for guidance related to Accounts Receivable Financing as it relates to Asset Management concerns, except as outlined below.

*\*In November 2008, HUD issued H08-09 Accounts Receivable Financing. The guidance in this chapter supersedes this Notice.*

#### 10.2

#### Applicable Programs

The Office of Residential Healthcare Facilities (“ORCF”) will evaluate AR Financing loan requests utilizing the guidance provided in this chapter and Production, Chapters 15 (Accounts Receivable Financing) and 16 (Cash Flow Structures/DACA’s and DAISA’s) for the following programs:

1. Section 232 for new construction or substantial rehabilitation
2. Section 232 pursuant to Section 223(f)<sup>1</sup> for purchase or refinance
3. Section 232 pursuant to Section 223(a)(7) and Section 232 pursuant to Section 223(f) pursuant to Section 223(a)(7) for refinancing
4. Section 241(a) for supplemental loans in connection with a Section 232 insured mortgage under one of the categories described above
5. Section 223(d) operating loss loans in connection with a Section 232 insured mortgage loan under one of the categories described above

Generally, HUD approval must be obtained for any AR Loan or any material modification of an existing AR Loan, and the AR Lender must execute an Intercreditor Agreement with the Lender.

<sup>1</sup> Negative working capital (accounts payable exceeding accounts receivable) may not be included as existing indebtedness in proposed Section 232 refinance transactions.

A proposed cash flow chart must be included with all submissions. (See Production, Chapter 16 Cash Flow Structures, DACA's and DAISA's for guidance on cash flow charts).

- A. Review of Accounts Receivable Financing: An AR loan request may be submitted at any time during the life of an FHA-insured mortgage. For example, an AR loan request may be submitted: along with a Transfer of Physical Assets (TPA); included in a submission for a new and/or change of Operator; or with a request to approve a new AR loan or modification of an existing AR loan. If the AR loan is being put in place in conjunction with an FHA-insured loan closing (or with a TPA that is being processed concurrently with an FHA-insured loan closing), review of the AR approval request takes place as part of the firm commitment process and loan closing. Otherwise, requests to approve are directed to the ORCF Account Executive (AE) assigned to the project. In all instances, including post-closing requests, the submission must be by the Lender, and Lender's Counsel, not the Operator or Borrower.
- B. In all of the above instances, it will be determined if a portfolio review acceptance letter applies and whether the proposed AR financing is consistent with such letter and any flow charts or documents approved in connection therewith. See Production, Chapter 16.2 (Cash Flow Structures, DACA's and DAISA's), and Production, Chapter 17 (Portfolios).
- C. The parties may propose as part of the AR loan review request that HUD pre-approve certain future modifications or that HUD permit certain additional types of obligations to be secured by Operator project collateral.

~~D. Exceptions:~~

~~E.~~

~~F.~~ All existing HUD loans entering into a new accounts receivable line of credit must comply with current policies pertaining to Accounts Receivable Financing.

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~~H.E.~~ All existing HUD loans with HUD approved accounts receivable lines of credit that would add a project to the established HUD-Approved AR line on or after July 12, 2013 must comply with the new ORCF mortgage insurance documents unless the addition of that project would not require a change to the material terms of the existing agreement. Projects being added to existing HUD-approved accounts receivable lines of credit must comply with the current ORCF mortgage insurance documents.

## 10.3

## Accounts Receivable Financing Application Considerations

Please refer to Production, Chapter 15.3.

## 10.4

## Document Requirements and Reviews

Please see Production, Chapter 15.4 for a list of the key documents that ORCF reviews when considering a request for AR Financing, except as included below.

~~Addendum to Underwriting Narrative—Accounts Receiving (AR) Financing (AR Addendum)~~: If the AR financing is proposed as part of an FHA-insured loan closing, the appropriate HUD form of Lender Narrative must be submitted, ~~along with the addendum entitled Addendum to Underwriting Narrative—Accounts Receivable Financing (AR Addendum)~~. If proposed post-closing, the AR portion of the same template, ~~with the AR Addendum~~, shall be submitted.

The particular terms that must be included depend on an evaluation of the proposed transaction as a whole. However, for existing FHA-insured mortgages, ORCF will consider not only the important safeguards and conditions outlined in Production, Chapter 15.5, but also whether the Borrower and Operator are in compliance with all business agreements with the Department (i.e., not in default on those business agreements, current on financial statement submissions, passing scores on physical inspections and the like).

## 10.5

## Accounts Receivable Financing Work Outs

An AE is aware that the AR Financing is a tool to ensure that an Operator continues to have cash advances for operations. If applicable, the AE will partner with the assigned field counsel when dealing with the AR Lender and the Lender to restructure the AR loan to encourage the AR Lender to continue making advances while issues with the Operator are being worked out between the Lender and the AR Lender. If the AE becomes aware that an Operator is having significant difficulties, including but not be limited to the occurrence of a Triggering Event (as defined in the applicable agreement), an AE shall:

1. Review financials
2. Review state surveys
3. Discuss and assess with the Turnaround Team (Risk Mitigation Branch).
4. Seek assistance of the Office of General Counsel (OGC)
5. Discuss the possibilities of bringing in a consultant
6. Hold a meeting with all parties involved
7. Discuss an action plan by Operator (if applicable)
8. Update iREMS

### A. Lender Servicing

Please see Asset Management, Chapter 3 (General Loan Servicing) for a discussion of HUD's expectations regarding the Lender's servicing of loans as it pertains to Accounts

Receivable Financing generally. The Lender is the party to the Intercreditor Agreement and charged with its administration, as well as the administration of any deposit account control agreements (and other security documents, such as assigned cross-guaranties in a master lease structure, etc.).

#### B. Portfolios and Account Receivable Financing.

1. Releasing a project from the AR Line of Credit – In the event that the AE receives a request from the Borrower to release a property from the AR Line of Credit collateral base the AE must receive a detailed analysis from the Lender outlining the terms and conditions of said release. The details must include (and are not limited to) the following; the payoff date of the property mortgage balance, the AR Lender’s concurrence and agreement with said release, any changes to the terms and conditions of the AR line of credit, and an analysis of the impact of the release on the borrowing base going forward. The AE must consult with OGC on any such release.
2. Adding a project to the AR Line of Credit – When a new project is being added to an existing AR Line of Credit, the same process that is used in underwriting a new project must be utilized. See Production, Chapter 6 Participant Credit and Financial Review.

#### C. HUD Asset Management

1. Occurrence of a Triggering Event – When there occurs a payment default or event of default under the Security Instrument or Regulatory Agreement which are determined to be a “Triggering Event” pursuant to the Intercreditor Agreement, the AE will issue a Triggering Event Notice to the Lender and work with the parties involved to put in place an action plan to resolve the default.
2. Cut Off Notice – If an action plan in place fails and/or concerns as stated above cannot be corrected, the AE shall have a call with the ~~HUD~~-assigned OGC; it may also be necessary and appropriate for the AE to include an -and- assigned AE of the Turnaround Team (Risk Mitigation Branch) in preparations to transfer the project to the Turnaround Team. Please see Asset Management, Chapter 3 (General Loan Servicing).

## 10.6

## Cash Flow Charts, DACAs and DAISAs

Please refer to Production, Chapter 16 Cash Flow Structures, DACAs and DAISAs for guidance related to these issues as they relate to FHA-insured projects that have closed and are serviced by the AE, except as outlined below.

## 10.7

### Submission and Review of Cash Flow Charts, DACAs and DAISAs

The ORCF will evaluate cash flow structures, DACAs and DAISAs pursuant to the guidance provided in this chapter for the following programs:

1. Section 232 for new construction or substantial rehabilitation
2. Section 232 pursuant to Section 223(f)<sup>2</sup> for purchase or refinance
3. Section 232 pursuant to Section 223(a)(7) or Section 232 pursuant to Section 223(f) pursuant to Section 223(a)(7) for refinancing
4. Section 241(a) for supplemental loans in connection with a Section 232 insured mortgage loan under one of the categories described above
5. Section 223(d) operating loss loans in connection with a Section 232 insured mortgage loan under one of the categories described

HUD Review of cash flow structures, DACAs and DAISAs may take place at various times:

<sup>2</sup> The amount by which accounts payable exceed accounts receivable is *not* a sum that may be included as existing indebtedness in proposed Section 232 refinance transactions.

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175 A. Post-closing. Unless stated otherwise, post-closing submissions are to be directed to the AE  
176 assigned to the project.  
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178 1. **Accounts Receivable – New line or modification of an existing line** – Reviews are  
179 required any time a request for approval of a new AR line is submitted, or any request  
180 to approve a modification of an existing AR line that will result in a change in the  
181 previously approved cash flow chart.  
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183 2. **Change to approved cash flow chart** – Reviews are required when a change to the  
184 approved flow chart (opening new accounts, changing depositories, replacing or  
185 closing an existing DACA or DAISA account) is proposed.  
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187 3. **Transfers of Physical Assets or Change in Operator involving AR Financing** –  
188 Reviews are required in connection with a transfer of physical assets (TPA) or change  
189 in Operator that involves AR financing. TPAs not occurring in conjunction with an  
190 FHA-insured loan closing shall be directed to the AE assigned to the project.  
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192 4. **After a Cut-Off Time has occurred** – Once a Cut-Off Time occurs, Lender can  
193 require the establishment of separate deposit accounts into which payments with  
194 respect to Accounts arising after the Cut-Off Time are to be deposited.  
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196 B. In all the above instances, it will be determined if a portfolio acceptance letter applies and  
197 whether an overall cash flow chart was approved during portfolio review, so that it can be  
198 determined:  
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200 1. If the proposed structure is consistent therewith; and  
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202 2. If a DACA and/or DAISA form has been previously approved in conjunction with the  
203 portfolio.  
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205 C. In all of the above instances, if an existing AR Lender is being replaced, the parties must  
206 make arrangements acceptable to HUD for termination of any existing DAISAs or DACAs in  
207 favor of such Lender.  
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